

*Committee on Economic Development, Housing and  
Land Use*

*Councilor Paul D. Spector, Chair*

*Councilor Owen Freeman-Daniels*

*Councilor Pamela C. Schwartz*

*Councilor Eugene A. Tacy*

*Kevin Lake, Conservation Commission liaison*

*Ann DeWitt Brooks, Planning Board liaison*

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**April 2, 2013 Meeting Minutes**

5:00 p.m. – 6:30 p.m.

City Council Chambers, 212 Main Street

Wallace J. Puchalski Municipal Building

Northampton, MA

1. Members present/absent: Councilor Paul D. Spector, Councilor Owen Freeman-Daniels, Councilor Pamela C. Schwartz, Councilor Gene A. Tacy, Kevin Lake, Ann DeWitt Brooks, Mayor David J. Narkewicz, Terry Masterson, Economic Development Director
2. Meeting Called to Order: **Councilor Spector called the meeting to order at 5:00 p.m.**
3. Announcement of Audio/Video Recording of Meeting: **The meeting was audio-taped. Ruth McGrath, North Street Association, videotaped the meeting.**
4. Public Comment: **None**
5. Approval of February 5, 2013 and March 5, 2013 Minutes: **Councilor Freeman-Daniels moved approval of the minutes; Councilor Tacy seconded. The motion passed unanimously (4-0).**
6. Presentation by Mayor Narkewicz: New redevelopment process for the Roundhouse Parking Lot property ordered surplus by City Council in 2005.
7. Mayor Narkewicz request for Committee on Economic Development, Housing, and Land Use (EDHLU) vote to co-recommend the following order language to City Council:

*Upon the recommendation of Mayor David Narkewicz and the Committee on Economic  
Development, Housing, and Land Use*

Ordered that the City of Northampton, having accepted the provisions of Chapter 43D of the Massachusetts General Laws as amended, approves the filing of an application with the Interagency Permitting Board for the designation of the Roundhouse Parking Lot property located at 260 Main Street (Map 31D, Parcels 167 and 246) as a Priority Development Site, or take any other action in relation thereto.

Mayor Narkewicz presented a copy of an original surplus Order from December 15, 2005 regarding the Roundhouse Parking Lot. This Order indicated "Mayor [is authorized] to sell this property or a portion thereof, in consultation with the city's Economic Development, Housing and Land Use Committee". In 2006, an RFP was issued with winning bidder of Parmar family. This began the process for the Hilton Garden hotel. Mayor Higgins did not grant the last extension, which resulted in legal action. This was settled in 2012. Mayor Narkewicz stated the process would move forward once the lawsuit was settled. Technical assistance is available through Utile and MassDevelopment Expedited Permitting Program. There is no cost to the City – MassDevelopment pays \$15,000 to Utile, and if the RFP is successful, the fee is reimbursed. This program is part of the State's economic development arm. If this moves forward, the Mayor would come back to this Committee with Utile and consult to put public stakeholder process in place. There is a need to explore this with stakeholders and neighbors who live

**Minutes of April 2, 2013 not yet approved by Committee. For informational purposes,  
to accompany April 18, 2013 Order RE: Roundhouse Parking Lot**

and/or work for feedback, ideas and conflicts of interest. There is much data from previous analysis, but would need updated market analysis. The Planning Department has several urban design and housing books by Utile. Zoning analysis will consider commercial and residential space. Mayor Narkewicz asked this Committee to co-sponsor the Order. This must be moved within 180 days to get into the pipeline for MassDevelopment resources.

Terry Masterson, Economic Development Director, stated that this has exciting potential. Mayor Narkewicz noted his excitement for this project.

**Councilor Freeman-Daniels moved to Co-sponsor the Order; Councilor Tacy seconded. The motion passed unanimously (4-0).**

**8. NEW BUSINESS –*Reserved for topics that the Chair did not reasonably anticipate would be discussed.***

Councilor Tacy noted that Genoptic is closing, losing 75 jobs, and 4 employees live on Councilor Tacy's ward. A new company opening at the Pro-Brush building hopes to have 15 employees. Mayor Narkewicz asked Councilor Tacy to give contact information to Terry Masterson.

**At 5:35 p.m., Councilor Tacy moved to adjourn and was seconded by Councilor Freeman-Daniels. The motion to adjourn passed unanimously (4-0).**

*Respectfully submitted,  
Mary L. Midura  
Executive Secretary*

# CITY OF NORTHAMPTON

Amended 12/1/2005

MASSACHUSETTS

December 1, 2005

*In City Council,*

Upon the recommendation of Mayor Mary Clare Higgins and the Economic Development, Housing, and Land Use Committee

*Ordered, that*

## BE IT RESOLVED

WHEREAS, For many years, from the *Pleasant River Redevelopment Project* (May, 1975) to the *Redevelopment Plan for the Historic Mill River* (June, 2002), the city has discussed redeveloping portions of the Round House parking lot for shared parking and downtown vitalization activities; and

WHEREAS, Over the past five years, the former Northampton Parking Commission, the Parking Subcommittee of the Transportation and Parking Commission, the Economic Development, Housing, and Land Use Committee have all endorsed the redevelopment of the northwest corner of the Round House parking lot, provided there would be no net loss in parking spaces available to the general public; and

WHEREAS, As a part of a US EPA funded Brownfields Pilot Grant, Ford Gillen Architects completed the *Mill River Study* (June 2005) examining the reuse potential of this site and determined that a building can be designed that will fit the context of Pulaski Park, residential and commercial abutting properties; and

WHEREAS, Redevelopment of this site would provide permanent jobs downtown, customers to support downtown businesses, substantial property tax revenue, public infrastructure improvements, additional downtown parking, and would be a model of sustainable development; and

## NOW, THEREFORE BE IT RESOLVED,

That the City Council finds that the northwest corner of the Round House Parking Lot, being the 47,690 square feet shown as Parcel A on a survey entitled "Roundhouse Re-Use Boundary Survey" on file with the Office of Planning and Development, is surplus to city needs and authorizes the Mayor to sell this property or a portion thereof, in consultation with the city's Economic Development, Housing, and Land Use Committee and in accordance with state procurement requirements, provided that there be no net loss of public parking spaces on the property and that public access from the parking lot to Pulaski Park be maintained and enhanced; and

Further, City Council authorizes the Mayor to any necessary agreement to relocate an existing parking and utility easements in the northwest corner of the Round House Parking Lot consistent with the redevelopment of this area.

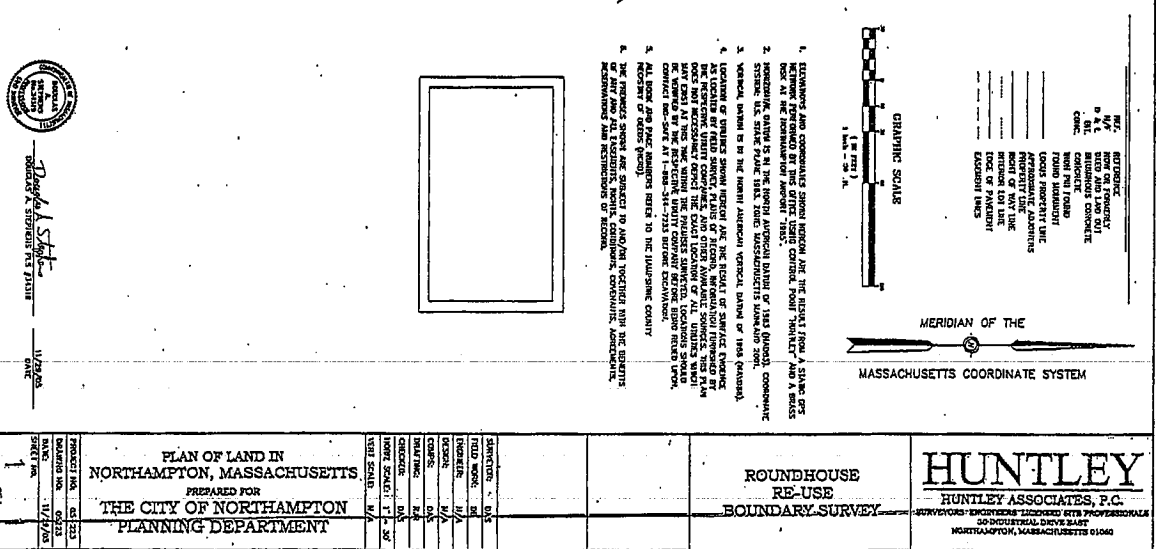
In City Council, December 15, 2005  
Rules suspended, passed two readings and enrolled.

Attest: *John Nuttman* Clerk of Council

Approved: Mary Clare Higgins, Mayor

A true copy.

Attest: *John Nuttman* Clerk of Council



## Proposal for Urban Design Services

### Roundhouse Parcel Re-Development Strategy Northampton, Massachusetts

#### Northampton, MA

Richard Henderson  
Executive Vice President of Real Estate  
MassDevelopment  
160 Federal Street  
Boston, MA 02110

March 1, 2013

**Scope** Utile will work collaboratively with MassDevelopment (the Client) and the City of Northampton to develop a preferred redevelopment concept for the Roundhouse site in Downtown Northampton. In the first phase, the study will consider both office and residential uses. As a result of initial test-fits and discussions with key stakeholders, MassDevelopment and Utile will make a single development recommendation that provides the best urban design "fit," minimizes transportation and parking impacts, and provides a market-ready development concept. Once the recommended development scenario is embraced by the City, the MassDevelopment/Utile team will assist the City issue a developer RFP for the parcel by providing graphic development guidelines.

**Tasks** The total scope of the project has been defined in three separate tasks in order of occurrence. The Utile team's specific contribution to each task is as follows:

#### Task 1.0 Base Documentation and Zoning Analysis

The Utile team will create CAD and Illustrator base maps and a digital massing model that includes the nearby urban context (scope TBD). At the same time, the team will conduct a zoning analysis of the site to determine height, parking and setback restrictions. In addition, the Utile team will review the documentation of the latest RFP process and discuss the intentions of the project with MassDevelopment and key stakeholders (TBD).

**Meetings:** 1) Field trip with City of Northampton officials and MassDevelopment

**Deliverables:** Slide show that includes information outlined above.

**Fee:** \$2,500

#### Task 2.0 Generating & Testing Redevelopment Scenarios

Framed by the issues and opportunities analyzed in Task 1.0 above, Utile will develop potential development scenarios for the site. The scenarios will include one office development option and two residential options (density and configurations TBD). The scenarios will include: a) a ground floor plan; b) a typical floor plan; c) a site plan, d) a digital massing model showing the proposal within the nearby existing context, and e) a floor-by-floor program and parking spreadsheet.

MassDevelopment will use the information provided by Utile to analyze the relative financial viability of the three scenarios.

**Meetings:** 1) Working meeting with City of Northampton officials and MassDevelopment, 2) stakeholder engagement meeting (participants and venue TBD)

**Deliverables:** Slide show that includes information outlined above

**Fee:** \$5,000

**Task 3.0 Consolidated Recommendation and Associated Graphics for Development RFP**

Based on feedback to the scenarios tested in Task 2, the City of Northampton will select the preferred proposal for further refinement and translation into an illustrative rendering and associated set of form-and-performance-based graphic development guidelines. The rendering and graphic guidelines will be presented at a second stakeholder engagement meeting and will be included in a developer RFP managed by the City.

**Meetings:** 1) Working meeting with City of Northampton officials and MassDevelopment, 2) two stakeholder engagement meetings (participants and venue TBD)

**Deliverables:** 1) Slide show that includes information outlined above, 2) illustrative rendering and graphic development guidelines as PDF files in an 8.5x11 format that can be attached to a developer RFP.

**Fee:** \$7,500

<b>Terms</b>	Not-to-exceed fee of \$15,000, including reimbursable expenses to be billed per the completion of the tasks described above.
<b>Team</b>	The project will be led by Tim Love of Utile Inc. and managed by Drew Kane. MassDevelopment will provide technical assistance throughout the effort.
<b>Duration</b>	Utile Inc. assumes that the duration of the project will be approximately 3 months, starting in late March and concluding in June 2013. The scope is not tied to a timeline, but to the deliverables as described above and the number of meetings and scenario iterations.
<b>Qualifications</b>	1. The proposal includes conceptual construction cost estimates of the development scenarios. MassDevelopment will provide financial pro formas that test the viability of each of the three options developed in Task 2.
<b>Signatures</b>	Please sign to authorize Utile, Inc. to proceed with the scope of work described above.

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Tim Love  
Principal  
Utile Inc.

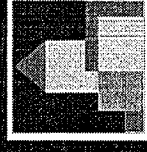
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Date

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Richard Henderson  
Executive Vice President of Real Estate  
MassDevelopment

\_\_\_\_\_  
Date

# Assistance to Cities and Towns

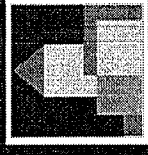
- Real estate advisory services
  - Provides planning, engineering, predevelopment advisory services for a fee plus reimbursement for 3<sup>rd</sup> party house doctor consultants
- Planning assistance through Cities and Towns Program
  - Provides strategic planning assistance to Gateway Cities and disadvantaged communities
  - Have obtained matching funding from EDA and other sources to extend our impact
- Predevelopment assistance for municipally-owned sites
  - Provides technical assistance for early stages of development of government-owned property
  - Assistance is paid back upon parcel sale
- Technical Assistance through Expedited Permitting Program (Ch. 43D)
  - Provides technical assistance to municipalities who adopt 43D and designate one or more Priority Development Site(s)





# Examples of Municipal Services Projects

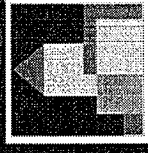
- City of Springfield
  - Managed development of 88 acre former brownfields site; secured buyer for approx. half of the site resulting in relocation of 500+ jobs
  - Assisted the City develop an economic revitalization plan for the South End neighborhood
  - Managed the remediation and demolition of York St. Jail
  - Managed the demolition of Pinevale Building for new industrial park
- City of Lawrence
  - Prepared Canal District revitalization strategy for riverfront, islands and downtown
  - Assisted City to coordinate multiple development initiatives





## Examples of Municipal Services Projects

- Town of Adams
  - Managed RFP, review of proposals, and designation of developer for 1,000 acre site
- City of New Bedford
  - Conducted economic baseline analysis to determine growth industries and areas
  - Directed planning study for Acushnet River industrial waterfront district
  - Assisted City with direction and coordination of harbor front planning studies
  - Assisted City work with developers/landowners at Fairhaven Mills site



## Examples of Municipal Services Projects

- Town of Plymouth
  - Assisted the Town with planning, environmental assessment, infrastructure capacity, parcel assembly, and transportation access studies for a 1,000 acre site
- City of Worcester
  - Prepared a strategic development plan for downtown, examining district and sub-district activities/identities, pedestrian and transportation links, and key sites for redevelopment
- City of Chicopee
  - Managed the demolition of multi-building Uniroyal Site
  - Managed the master planning of the Site

